



GOVERNOR'S ADVISORY COUNCIL ON AGING

Ad Hoc Committee on Review & Revitalization and Public Relations Meeting Minutes

Friday, August 22, 2014
9:00 am to 10:30 am
Arizona State Capitol Complex
Executive Tower Building
Fifth (5th) Floor Conference Room
1700 W. Washington Street
Phoenix, Arizona 85007

Council Members and Committee Members joining telephonically

Tonya Watson, Committee Chairperson, George Evanoff, Lisa O'Neill, and Becky Brimhall-Lepire, Council Chair

Council Members and Committee Members Absent

C.T. Wright

Council Staff Present

Cathy De Lisa

Guests Present and Signing In

Kathy Rood

Call to Order & Welcome & Review and Approval of June 24, 2014 Draft Minutes

Committee Chair Tonya Watson called the meeting to order at 9:01 a.m. with a welcome and requested a motion regarding the June 24, 2014 draft meeting minutes. *Becky Brimhall-Lepire made a motion to accept the draft minutes as presented; George A. Evanoff seconded the motion; the motion passed unanimously.*

Review & Discussion of Draft Recommendations Presentation to Council at July 11, 2014 meeting

The Committee Chair started by asking for any feedback related to the presentation and discussion on the draft recommendations and the review and discussion of the Council member background wish list provided at the Governor's Advisory Council on Aging (GACA) meeting on July 11, 2014. Members and staff indicated no further input received. The group discussed potential edits to the recommendations working tool for clarity purposes then reviewed 2015 calendars drafted by staff to show potential dates and times for meetings every other month or

based on a 10-month schedule. Staff noted the alternative schedules offered on the calendars for each month and reminded the group that budget constraints may impact the Council's ability to plan meetings every month based on the travel expenses of Council members living outside Maricopa County. Staff suggested offering the edited recommendation document in a tracked changes format as part of the GACA September 12, 2014 meeting packet along with the Ad Hoc meeting draft minutes from August 22, 2014 for review. A copy of the draft recommendations document, membership background wish list and draft 2015 meeting calendars are available for review at the Council on Aging office.

Discussion of Draft Recommendations & Staff Positions

The Executive Director reported that the staff position descriptions were provided as requested as a piece of the Council's internal review process. According to the Executive Director, consideration of any needed updates would occur once the Council had completed their planning process for 2015 around the Ad Hoc Committee's review and revitalization process. A copy of the position descriptions document is available for review at the Council on Aging office.

Recommendations for Final Review, Discussion & Vote on Draft Recommendations at September 12, 2014 GACA Meeting

The group discussed protocol for presenting the information for a vote at the GACA September 12, 2014 meeting. The Committee Chair offered to update the PowerPoint presentation used at the July 11, 2014 meeting to provide a clear and concise outline ahead of the vote by the Council. Discussion included how the recommendations piece should be considered a working, living document that will need to be adjusted in alignment with many factors including a new administration.

Discussion Regarding Any Next Steps for Ad Hoc

By general consensus, the group agreed that the Ad Hoc Committee would need to meet ahead of the November Annual Planning meeting and after that meeting in order to help the Council prepare for a launch of goals, objectives, strategies and action steps with all committees and the Council beginning in January 2015. Discussion included ways the Ad Hoc Committee might help with implementation of the recommendations and tracking of outcome measurements. After review of the day's discussion, the group agreed by general consensus that:

- Staff would edit the recommendations document ahead of the GACA September 12, 2014 meeting for use by the Ad Hoc Chair;
- Ad Hoc Chair would update the PowerPoint presentation to use at the September 12, 2014 GACA meeting; and
- A tentative meeting date and time of October 24, 10:30 a.m. – 3:00 p.m. was proposed and staff was asked to coordinate logistics and finalize posting once confirmed.

Adjourn

The meeting was adjourned by the Committee Chair Tonya Watson at 9:43 a.m.

Next Meeting

The date and location of any future meeting will be determined and announced by Public Meeting Notice posted at the Governor's Advisory Council on Aging website: <http://www.azgovernor.gov/gaca/>. These meetings are open to the public.